

ОГЛАВЛЕНИЕ:

<i>ТЕМА № 1. Автобиография</i>	3
<i>ТЕМА № 2. Высшее образование. Моя будущая профессия</i>	6
<i>ТЕМА № 3. Общая информация о странах изучаемого языка</i>	10
<i>ТЕМА № 4. Подбор и расстановка кадров</i>	16
<i>ТЕМА № 5. Трудовые отношения</i>	19
<i>ТЕМА № 6. Материальная и нематериальная мотивация</i>	23
<i>ТЕМА № 7. Защита трудовых прав работников</i>	26
<i>ТЕМА № 8. Деловая переписка</i>	30

ТЕМА № 1. About Myself

About Myself

Let me introduce myself. My name is Igor Bodrov. I'm seventeen years old. I'm a first-year student at the University. I'm tall, slender, dark-haired boy with blue eyes. I live in Kiev. I have a brother and a sister. My elder brother Sergey is twenty, he studies at the Kiev National University, and he will be a lawyer. My younger sister Olga is ten, she studies at school. By the way, we have one more member of our family, cat Ryzhik. We love him very much.

My Mum is forty-two, she is a Spanish teacher. My Dad is forty-five, he is a computer programmer. My grandparents are already retired. My Grandma likes gardening, and Grandpa likes fishing. They live in our city and visit us at weekends.

I have many friends. We spend a lot of time together. We play football, volleyball, basketball. In summer we like swimming in rivers and lakes. Besides studying, I go in for sports. I play tennis. It's an exciting game, and I like it very much. Sometimes I take part in different tennis competition. I have many interests and hobbies, for example, sports, travelling, music.

My parents wanted me to be a computer programmer, like my Dad. But I'm not sure because I'm not very good in mathematics. I like computer games, I like to surf the Net, to communicate with people in different social nets and forums. I even have my own blog. But I don't want a computer programming to be my profession. Also I like tennis, but I don't want to be a professional sportsman. You can ask me, why? Because I have another passion! I'm fond of travelling so I'd like to work for a tour company. I hope my dreams will come true!

1. **Переведите текст "About Myself".**
2. **Ответьте на вопросы по содержанию текста.**
 - 1) What is Igor's surname?
 - 2) Where does he live?

- 3) What relatives does he have?
- 4) How old is Igor's brother?
- 5) What are Igor's parents by profession?
- 6) Where do his grandparents live?
- 7) What is Igor fond of?
- 8) What does he like best of all?

3. **Прочитайте текст и отметьте предложения, соответствующие его содержанию:**

- 1) Igor Bodrov is seventeen years old.
- 2) He has a younger brother and an elder sister.
- 3) His brother is a lawyer.
- 4) Igor loves his cat very much.
- 5) He likes playing football and volleyball and swimming in rivers and lakes.
- 6) His Grandma likes gardening, and Grandpa likes fishing.
- 7) Igor wants to be a computer programmer.

4. **Исправьте предложенный план текста:**

- 1) Igor' family.
- 2) Igor Bodrov's hobbies and interests.
- 3) Personal information about Igor Bodrov.
- 4) His plans for the future.
- 5)

Грамматические упражнения

1. **Вставьте глагол to be в Present Simple.**

1. What ... your name? - My name ... Shirley Frank.
2. What ... your address? - My address ... 175 Grand Central Parkway.
3. What ... your phone number? - My phone number ... 718-1930.
4. Where ... you from? - I ... from New York.
5. My father ... not a teacher, he ... a scientist.
6. ... your aunt a doctor? - Yes, she ...
7. ... they at home? - No, they ... not at home, they ... at work.
8. My brother ... a worker. He ... at work.
9. ... you an engineer? - Yes, I ...
10. ... your sister a typist? - No, she ... not a typist, she ... a student.
11. ... your brother at school? - Yes, he ...
12. ... your sister at school? - No, she ... not at school. My sister ... at home.
13. ... this your watch? - Yes, it ...
14. Helen ... a painter. She has some fine pictures. They ... on the walls.